

Los Alamos Aeromodelers

AMA Charter #364

Club Bylaws

ARTICLE 1 – Name and Charter

Section 1 *Club Name*

The name of this organization is the “Los Alamos Aeromodelers”, hereafter referred to as the “Club”.

Section 2 *Club Charter*

This Club was created and exists solely by reason of the charter granted to it by the Academy of Model Aeronautics (AMA) of Muncie, IN for the fun and pleasure of building and operating model aircraft.

ARTICLE 2 – Officers and Duties

Section 1 *Officers and Duties*

Executive Committee: The management of the affairs of the Club shall be vested in the Executive Committee who shall have the authority to establish and administer its policies. Official decisions may be made by a quorum at an Executive Committee meeting. A quorum shall consist of at least 50% of the current Committee members. Official decisions shall be consistent with the stated purposes and objectives of the AMA as set forth in its Bylaws and, where those Bylaws are not specified, vested in the sound discretion of the Executive Committee. The Executive Committee is made up of the current Club officers and immediate past President.

President: The President shall preside at all meetings of the Club and shall discharge the usual duties pertaining to the office. The president will only vote in the event of a tiebreaker.

Vice-President: The vice-president shall preside at all meetings of the Club in the event the president is unable to preside. The vice-president shall act for the president at any time the president is unable to act. The vice-president shall immediately succeed to the office of president should that office become vacant during a term, for the remainder of that unexpired term. The Vice-President shall maintain an accurate record (including place of storage) of all Club assets.

Secretary: The Secretary shall record minutes of each Club meeting and handle all correspondence pertaining to Club activities.

Treasurer: The Treasurer shall collect all moneys due and shall keep a record of moneys disbursed by the Club.

Section 2 *Terms of Office*

All elected officers of the Club shall serve for one (1) calendar year starting January 1st and ending December 31st. Officers are to be elected by a vote of simple majority of those present at the regular meeting in the month of December. New officers will take office on the first day of the next year. Committee personnel and other special appointments will be made by the elected officers and confirmed by a simple majority vote of those members present during the January regular meeting.

Nomination of Club officers shall be made at the general membership meeting during the month of November. Nominations for office may be made by any active Club member holding voting rights, either in person or by submitting a proxy nomination to an existing officer.

For the removal of a Club officer, a secret ballot is required unless waived by a simple majority vote of the members present at the meeting. Club officers are subject to recall (removal) by a two-thirds (2/3) majority vote of the members present at any general meeting.

Section 3 *Vacancies*

Vacancies in any office shall be filled by appointment by the remaining officers. Such appointees shall serve for the remainder of the term.

Section 4 *Audits*

The President or his/her appointees will make an annual audit of the Treasurer's books.

Section 5 *Committees and Appointments*

Safety Officer: A safety officer shall be appointed by the Executive Committee and shall serve for a one-year term running concurrently with the elected officer's terms. The Safety Officer shall be responsible for ensuring existing safety rules are enforced.

Club Newsletter Editor: The Executive Committee shall solicit volunteers and appoint an individual to serve as the newsletter editor.

Nominating Committee: The Executive Committee shall solicit volunteers and appoint a minimum of two (2) members in good standing to serve on the nominating committee. The nominating committee shall interview and solicit nominees for all of the Club's elected offices. The nominating committee shall report nominees for Club officers during the December general meeting. Nominees for Club offices shall be current Club members in good standing.

Special committees: The President may appoint special committees. Such committees will be appointed to carry out the functions of the Club and will be disbanded when such work is accomplished.

Committee members shall be Club members in good standing. Vacancies in unexpired special committee terms shall be filled by the President.

ARTICLE 3 – Membership, Dues, and Membership Standing

Section 1 *Membership Eligibility*

All persons, unless previously expelled by the Club or another AMA sanctioned club, shall be eligible for membership, and shall agree to abide by the Club's bylaws, and those of the AMA.

All prospective and current Club members are required to acquire and maintain membership to the AMA. All Club members shall show proof of membership in the AMA during first-time Club registration or membership renewal. Any member of the Executive Committee may request to see an individual's proof of AMA membership at anytime during the course of the year.

Section 2 *Membership Categories*

The membership shall be divided into the following categories:

Regular Member: An individual who is seventeen (17) years old or older and has full privileges and voting rights.

Junior Member: An individual who is sixteen (16) years old or younger and has full privileges and voting rights.

Family Membership: Two or more flying members of an immediate family (spouse and children) and has full privileges and voting rights but shall be limited to two (2) votes. Dues for a family membership is defined to be one (1) Regular Member dues and one (1) Junior Member dues for a given year. Children are included in a family membership through their 18th birthday.

Types of membership and limits on the total number of members shall be determined by the Executive Committee and approved by a simple majority vote of the members present at a general meeting.

Section 3 *Membership Dues*

The annual dues to be paid to the Club shall be determined by the Club officers with the approval of a simple majority vote. Dues amounts will be established for both regular members and junior members. Dues are non-refundable, except under extraordinary circumstances, which will be determined by the Executive Committee on a case-by-case basis.

Membership dues shall be payable by the first general meeting in each calendar year. Any individual whose Club dues have not been paid by that time shall cease to be a member after that date. Such members shall be dropped from the Club membership roster and all Club services shall be discontinued.

Members who are delinquent in payment of dues may be reinstated upon payment of all delinquent dues plus a penalty of one dollar (\$1.00) per month from the date of delinquency.

Persons who join the Club for the first time shall have their first year's dues pro-rated on a quarterly basis. This provision does not apply to persons who were members during the immediately preceding year.

Section 4 *Membership Standing*

Any member in good standing may resign his/her membership by giving notice to the Club.

All club members must be current members of the AMA. Membership in the Club will be automatically dropped if a member ceases to be a member of the AMA. Their Club membership shall be reinstated upon restoration of their AMA membership.

A safety program will be strictly enforced. Any member who purposely violates the AMA and/or Club safety rules will be dealt with severely. Any member who repeatedly violates the safety rules shall be expelled from the Club by a two-thirds (2/3) majority vote of the Executive Committee if, in the Executive Committee's determination, such violations are detrimental the safety of the individual, other individuals, the Club, the AMA, or to model aviation.

Any other unacceptable behavior, which violates, is contrary to, or is inconsistent with the announced purposes, or bylaws of the Club or AMA, by an individual member or members, is grounds for disciplinary action as determined by the Executive Committee. Any individual may be expelled from membership from the Club by a two-thirds (2/3) majority vote of the Executive Committee if, in the Executive Committee's determination, the unacceptable behavior is a violation of any of the terms of these Bylaws, or the Rules of the AMA, or which is detrimental the Club, the AMA, or to model aviation in general.

Any member who is expelled from Club membership may be reinstated to membership only by two-thirds (2/3) majority vote of the Executive Committee.

ARTICLE 4 – Meetings

Section 1 *General*

The Club shall hold at least four (4) general business meetings each year, one of which shall be in December for the election of officers. The Executive Committee shall designate the time and place for said meetings. Notification of the general membership as to the time, date and location of said meetings falls to the responsibility of the Club Secretary.

The Executive Committee is expected to meet as often as deemed necessary, in order to properly address the day-to-day activities of the Club. The president of the Club schedules these meetings and notifies the other members of the Executive Committee as to the time, date and location of each meeting.

Section 2 *Special Meetings*

Club officers may call special meetings. The purpose of the special meeting shall be stated in the proposed meeting notice.

Any member of the Club may initiate a formal request for action by the Executive Committee by submitting a written proposal to the President. The proposal shall include a written description of the nature, type, and extent of the recommended Committee action. The President shall forward copies of the proposal to other members of the Committee for their consideration. Either the President, or any other Committee member, may have the matter placed upon the working agenda of the Club's next general meeting.

Section 3 *Majority*

At any Club general meeting, a simple majority shall be over fifty (50) percent of the members voting at the meeting.

A quorum shall consist of twenty (20) percent of the Club's members in good standing. A quorum is required at any general meeting at which decisions affecting the Club as a whole are to be made.

ARTICLE 5 – Financial Policy

Section 1 *General*

The treasurer shall receive and have custody of all monies of the Club, depositing same in a suitable depository. The treasurer shall make disbursements for all expenses, except that any expenditure over one hundred dollars (\$100) must be approved by the Club membership prior to commitment.

The Secretary may be compensated for reasonable cost of any office expenses. Additionally, any officer or member of the Executive Committee may be compensated for the cost of goods or services expended on behalf of the Club, provided that such expenditures were requested prior to their expenditure.

It shall be the goal of the Club to establish, as soon as possible and practicable, a reserve of \$50.00 to assure continuity of operations. This reserve may be used for special purposes to further the purposes of the Club, as determined by the Executive Committee, but must be replenished from normal Club income (e.g. dues monies, etc.)

The balance of Club monies shall be reviewed from time to time by the Executive Committee, and reported to the membership at the next general meeting. Excess funds may then be used for furthering the goals of the Club if approved by a vote during a general meeting.

The Treasurer shall complete the appropriate IRS tax forms each year in keeping with federal laws governing profit/non-profit organizations.

The Treasurer shall pay to the lessee the required fees for the lease of the Club flying field in a timely manner, and shall report the occurrence of same to the Club membership immediately upon doing so.

ARTICLE 6 – Club Publications

Section 1 *General*

The Club shall establish a newsletter, and shall publish and distribute copies to all Club members in good standing. The timing, size, content, etc. of the newsletter shall be determined by the Executive Committee.

The secretary shall also maintain a current membership roster, which shall be made available to the Club members in good standing.

ARTICLE 6 – Bylaw Amendments

Section 1 *General*

The by-laws of this Club shall at all times conform to the purposes and programs of the Club and the AMA. In case of dispute, the rules and regulations of the AMA shall prevail.

Amendments may be made to the Bylaws at any general meeting of the Club membership. A quorum at a regular or special business meeting shall be required for consideration of the proposed amendment(s). Adoption of proposed amendments shall require a two-thirds (2/3) majority vote of the quorum present.

ARTICLE 7 – Club Dissolution

Section 1 *General*

Club dissolution is initiated by a two-thirds (2/3) majority vote by the Executive Committee. Should the Executive Committee vote for Club dissolution, the proposal shall be presented to the general membership for a vote during a special or regularly scheduled general meeting. No less than two (2) months written notice will be provided to Club members notifying them of the forthcoming dissolution vote. At the Club meeting during which action of dissolution is to be decided, the Club membership shall be entitled to be heard. The Club may be dissolved with a two-thirds (2/3) majority vote of a quorum of members at the specified meeting. The decision of the membership vote shall be final and conclusive.

Section 1 *Dispersion of Assets*

Upon the dissolution of the Club, the Executive Committee shall, after paying or making provision for the payment of all of the liabilities of the Club, dispose of all the assets of the Club to an organization or organizations operated exclusively for charitable, educational, religious, scientific, or with purposes similar to the purposes of this Club, as the Executive Committee shall determine.

In the case of merger of this Club with another chartered club of the AMA, all funds remaining in the treasury, after settlement of outstanding obligations, shall be made a part of the merger.

ARTICLE 8 – Grievance Procedure (Flight and Ground Safety Rules)

Section 1 *General*

The grievance procedure provides a mechanism to enforce existing safety rules by providing a progressive disciplinary system when needed. Although most complaints can be resolved informally, if a complaint is serious or cannot be resolved informally, the matter should be referred to the Safety Officer for his/her consideration by means of a Grievance Form to be filled out and turned into the Executive Committee. At least one witness is required to sign the Grievance Form.

Any member receiving a Grievance, who directs any retaliation action against the person filing said Grievance, will be subject to immediate expulsion from the Club. This is to include threats, intimidation, physical harm, intentional equipment damage, or any other action deemed to be retaliatory by the Executive Committee.

Section 2 *First Violation*

- a. Viewpoints of both complainants and accused will be considered.
- b. Complainant's name will be disclosed.
- c. A verbal reprimand will be given to the accused by the Safety Officer, and this will be recorded in the Club membership files.

Section 3 *Second Violation*

- a. Viewpoints of both complainants and accused will be considered.
- b. Complainant's name will be disclosed.
- c. The accused has the right to a written rebuttal, to be reviewed by the Executive Committee.
- d. If the Executive Committee so decides, the flying privileges of the accused will be suspended for thirty (30) days. Written notice of this shall be issued and a copy published in the Club newsletter and recorded in the Club membership files.

Section 4 *Third Violation*

- a. Viewpoints of both complainants and accused will be considered.
- b. Complainant's name will be disclosed.
- c. The Executive Committee will notify the accused in writing and will notify the Club members that the Club will vote on the expulsion of the accused at the next general meeting.

- d. Said expulsion will last for a minimum of one-year. (Longer if deemed necessary by the Executive Committee).
- e. A member may be expelled from the Club only upon a two-thirds (2/3) majority vote of the membership present at the general meeting.
- f. Voting will be by secret ballot.
- g. The expelled member may reapply for membership after the expiration of the expulsion time period.

